



**DRAFT
PLANNING & COMMUNITY
DEVELOPMENT COMMITTEE**

**DECEMBER 14, 2009
MINUTES**

I. CALL TO ORDER

Chair Lynn Norman called the meeting to order at 5:00 p.m. in the Council Chambers located on the first floor of Auburn City Hall, 25 West Main Street, Auburn, WA.

Committee members present were: Chair Lynn Norman, Vice Chair Nancy Backus and Member Rich Wagner.

Staff members present included: Mayor Pete Lewis, Interim Director Kevin Snyder, Principal Planner Elizabeth Chamberlain, Senior Planner Karen Scharer, Interim Environmental Manager Chris Andersen, Environmental Planner Jennifer Shih, Finance Director Shelley Coleman, Financial Planning Manager Karen Jester, Public Works Director Dennis Dowdy, Parks, Arts & Recreation Director Daryl Faber, Cultural Arts Manager Laurie Rose, City Attorney Dan Heid, and Planning Secretary Renee Tobias.

Other present: Wayne Osborne and Nancy Wyatt.

II. ANNOUNCEMENTS AND AGENDA MODIFICATIONS

A. The following Action items were removed from this agenda and will be added to the January 11, 2010 agenda.

- a. Resolution No. 4546 – Percent for Art
- b. Ordinance No. 6243 – Privately Developed Public Artworks
- c. Art in Public Places Policy

B. Interim Planning Director Kevin Snyder reported that the City received notification of a grant award on December 11, 2009 for \$304,000 for the Fenster Levee setback project.

III. CONSENT AGENDA

C. Minutes – November 23, 2009

Member Backus moved and Member Wagner seconded to approve the minutes as presented.

MOTION CARRIED UNANIMOUSLY 3-0

IV. DISCUSSION

A. Chamber of Commerce

Nancy Wyatt, President and Chief Operating Officer of the Auburn Area Chamber of Commerce, presented the Committee with an end-of-the-year report highlighting the contracted services that the Auburn Area Chamber of Commerce provided to the

City during 2009. These services assisted the City by supplementing its efforts for visitor/tourism information, economic development goals and outreach to current and future business community members.

The Visitor Information Center signage on the storefront was recently updated, which includes a large banner and larger window sign offer the universal "I" symbol denoting the location of an information center. The *Community Directory* is published annually; the Chamber distributed 5,000 copies in 2008-2009. The Chamber also produces 10,000 copies of a Local Area Map every 2-3 years; last printing was December 2008.

Ms. Wyatt reported that the Chamber is looking into having a phone service for weekend calls until such time that the Tourism and Visitor Information Center can be staffed. Chair Norman asked that the Chamber's business retention efforts be included in next year's report under the economic development section.

B. Ordinance No. 6278 – 2009 Budget Amendment #3

The final budget amendment's main focus is to adjust for changes in capital expenditures and the corresponding revenues as a result of updating the recent update to the 2010-2015 Capital Facilities Plan. Additionally, any grants funds that the Council has accepted during the later part of the year have been added. Items in this budget amendment include, but are not limited to, reducing capital projects, adjustments to the storm fund to include increased expenditures for flood preparation and anticipated reimbursement and decrease in bond proceeds reflecting the change in funding source for the Community Center. Finance Director Shelley Coleman confirmed that the information before the Committee is the same that was presented to the Finance Committee.

C. Ordinance No. 6285 – 2010 Mid-Term Correction

The ordinance amends the adopted 2010 budget to reflect the changes that have occurred in the economy over the past 15 months. In order to bring the budget into balance, the changes include reduction in contribution rates to the Equipment Rental Fund and contributions to Information Services and Multimedia. Further reductions will be made to the COLA for unaffiliated staff through furloughs to keep this work group on par with the other affiliated groups. Other revenue and expenditure changes were outlined in the packet memo.

The Committee reviewed and discussed Fund 121 Business Improvement Area (BIA) revenues and expenditures. Committee agreed to review the BIA status early in the second quarter of 2010. Staff will add this item to the PCDC Matrix.

D. Update on Green River Flood Preparation

Public Works Director Dennis Dowdy reported that the work on the west side of the river has been completed; the work on the east side of the river continues.

King County will begin the work on the Green River Road, raising the western shoulder about 6 inches with compacted gravel in order to have a firm place for the Hesco units to sit on. This will be continued to where the golf course joins the development and then cross back over the road. Director Dowdy reported that should a serious flood occur, Green River Road would be closed with Supersacs and

protected by Jersey barriers. He stated that a recent King County survey indicates that this barricade will go almost all the way across the golf course to reach high ground.

E. Proposed Property Transfer with Green River Community College

Parks, Arts and Recreation Director Daryl Faber distributed a draft information sheet related to the proposed property transfer with Green River Community College (GRCC).

GRCC desires to replace its Trades Complex located on the current GRCC campus and build a new Trades Building on an expanded campus incorporating the current area of City-owned and operated Lea Hill Park. GRCC would deed the adjoining properties to the immediate north of the Park to the City for the development of a new park. The City desires to cooperate with GRCC in an effort to improve park opportunities for Auburn residents and, in particular, the citizens of the Lea Hill neighborhood. The GRCC has funds to build the new Trades Building contingent upon property availability by March 2010.

Lea Hill Park was purchased with King County Forward Thrust Funds in 1967. The park consists of approximately nine acres, containing a baseball diamond, fast pitch field, two tennis courts, small play area and wetlands. The field is rented to Little League and GRCC frequently uses it for their athletics. It was noted that many citizens do not realize that this is a City-owned park as it has a collegiate athletic feel to it.

The Forward Thrust Funds has stringent requirements for property transfers. To meet these requirements, the City would need to do a master planning process, which would include the local area residents and GRCC. GRCC would contribute \$1.5 million to the City to be used for the development of the park. The City would develop the approximate 5.5 new park site consistent with the approved park master plan. GRCC would contribute \$1.5 million to the City to be used for the development of the park. If for some reason, the proposal did not satisfy the County's deed restriction. GRCC would provide equivalent value compensation for improvements at the Jacobson Tree Farm Site and/or alternate site improvements to satisfy the County and the State restrictions.

F. Ordinance No. 6283 – Surface Water Management Manual

Storm Drainage Engineer Tim Carlaw discussed the proposed Ordinance with the Committee. The National Pollutant Discharge Elimination System (NPDES) Phase II permit under which the City discharges stormwater requires the City to adopt various standards and procedures for stormwater management. The City has prepared a Surface Water Management Manual to implement the permit requirements. The adoption of such a manual would require changes to various sections of the Auburn City Code to bring its provisions in line with the manual.

Storm Drainage Engineer Carlaw reported that the manual, originally presented to Committee in September 2009, now contains the accompanying code changes. Mr. Carlaw briefly reviewed the code changes as outlined in the Ordinance with the Committee.

The Committee asked staff to include information in the code that recognizes emerging technology for impervious surfaces. The Committee also asked that the wording be modified to endorse the use of Low Impact Development (LID) technologies.

Mr. Carlaw stated that the ordinance will be revised to be consistent with the Committee's discussion and recommendations before going to the Public Works Committee and City Council on December 21, 2009. The code changes and manual will be effective on February 16, 2010 to allow staff reasonable time to prepare for its implementation.

V. ACTION

A. Ordinance No. 6279 – School Impact Fees

Interim Director Snyder presented Ordinance No. 6279 to the Committee for action. The City has adopted a school impact fee ordinance and collects and passes through school impact fees for Auburn School District, Dieringer School District, Federal Way School District and Kent School District. The School Districts provide the City with updated capital facilities plans that were considered during the City's 2009 Annual Comprehensive Plan update. These Plans address, among other things, the appropriate school impact fee for single-family residential development and multi-family development in each District.

Auburn City Code provides for adjustments to school impact fees based on a review of the capital facilities plans. At the Committee's November 23, 2009 meeting, the Committee asked for information on Pierce County's 2010 School Impact Fee Schedule, which was included in the packet. The amount approved by Pierce County for the Dieringer School District was \$3,005 per single-family dwelling unit and \$205 per multi-family dwelling unit.

The Committee additionally asked for the amount of school impact fees collected by the City for the Dieringer School District. The City collected and passed through to the District \$71,000 in 2007, \$102,650 in 2008 and \$56,050 as of December 8, 2009.

The Committee discussed the Dieringer School District's Capital Facilities Plan and Pierce County's 2010 School Impact Fee Schedule for the Dieringer School District. The Committee discussed the City's expectation for a sufficiently detailed Capital Facilities Plan to review when deciding on the school impact fees to impose. Committee concurred to recommend to the Auburn City Council a revision to Section 1 of the proposed ordinance with \$3,005 per single family dwelling unit and \$205 per multiple-family dwelling unit for the Dieringer School District.

Member Backus moved and Member Wagner seconded to forward an amended Ordinance No. 6279 with the specified revisions for school impact fees for the Dieringer School District to the full City Council.

MOTION CARRIED UNANIMOUSLY 3-0

B. Ordinance No. 6282 – Current Use Assessment Tax Program

The Washington State Open Space Taxation Act allows property owners to have their open space valued by the County Assessor at its current use rather than valued at the highest and best use. At the March 23, 2009 Committee meeting, Senior Planner Karen Scharer introduced the state law and processes for review of such requests for properties located both within the City of Auburn and within Pierce County. Three City Council members are appointed to the Joint Determining Authority (JDA), which holds hearings and acts on open space taxation applications. Ordinance No. 6232, approved by Council on April 20, 2009, was limited to applications acted upon prior to December 31, 2009.

The Committee discussed the proposed ordinance language at its November 23, 2009 meeting. Committee asked staff to prepare an example of an open space/current use tax value reduction. Additionally, the Committee asked staff to research and report back on when points are awarded for the Priority Resource of "Tracts that provide linkage and access to said open space areas" as listed on the Pierce County Public Benefit Rating System (PBRs) Table 2.114-1. The Committee requested that this item be brought back to the December 14, 2009 meeting, including the RCW 84.34, and that a representative from the City Attorney's Office be in attendance to answer any legal questions.

Ms. Scharer stated that the purpose of the Public Benefit Rating System is to allow certain categories of open space lands to be taxed based on current use rather than the fair market value of highest and best use, when there is a public benefit for conservation and protection of natural features in open space.

Ms Scharer distributed a document, *Open Space/Current Use PCDC Questions of November 23rd*, which answered the Committee's previous questions. Pierce County staff provided an explanation regarding when points are awarded for the Priority Resource as set forth in Table 2.114-1. Priority Resource points will be awarded for a tract that links together two or more open space tracts. Pierce County staff did agree that the language was confusing and indicated that it may be updated in the future.

Committee agreed that a sunset clause of December 31, 2010 is necessary, limiting review of applications under the Pierce County PBRs, while staff and Committee look into this program more in-depth. The Committee and staff agreed that the addition of a sunset clause would still allow the review of current applications in process and those received in 2010.

Member Backus moved and Member Wagner seconded to forward Ordinance No. 6282 to full City Council with a revision to include a sunset clause of December 31, 2010.

MOTION CARRIED UNANIMOUSLY 3-0

VI. DISCUSSION**A. Resolution No. 4552 – 2010 City Fees**

In connection with the municipal functions and operations of the City, the City provides various public services which entail fees for a number of services. In the course of reviewing City fees, and in keeping with the philosophy of setting City fees in amounts reflective of actual costs and with the intent to make City fees and charges consistently accessible, this resolution revises and amends the fees to be effective January 2010.

City Attorney Dan Heid distributed a modified version of the fee schedule which showed the additions and deletions. Mr. Heid noted that the fee schedule is updated at least annually but may be updated as necessary. The Committee inquired as to whether the fee study was still in progress; staff confirmed that it was.

B. Greenhouse Gas Inventory Status

Environmental Planner Jennifer Shih summarized the accomplishments to date on the City's Greenhouse Gas Inventory. The first phase was to gather data collection from all departments in the city during this past summer. The data was sent to Cascadia Consulting Group, the project consultants, who inputted the data into the ICLEI Greenhouse Inventory tool. Cascadia has submitted a draft report which the staff is reviewing at this time. Following the completion of this review, staff will brief the Mayor on the draft greenhouse inventory report and draft climate action recommendations. After the Mayor's briefing, staff will forward its comments back to Cascadia for a incorporation into a second draft of the inventory report and the draft climate action plan recommendations.

Staff would like to hold a special meeting with Municipal Services Committee and the Planning & Community Development Committee in January 2010 to provide the opportunity for a focused discussion with staff and the project consultant on the inventory findings and the draft climate action plan recommendations. Staff anticipates that the draft inventory report and climate action recommendations will be reviewed by the Public Works and Finance committees the first part of February 2010. In addition, the project consultant will provide training to staff on how to conduct future inventories. Staff anticipates working with the Committee and City Council on future policy considerations later in 2010.

In response to Committee's question on community inventory related data sources, staff and the project consultant used data that had already been collected by Puget Sound Regional Council. Additionally, staff and the project consultant used data on transportation routes collected by Washington State Department of Transportation, and data on energy use collected by Puget Sound Energy were utilized. Ms. Shih reported that staff looked at those areas that city staff can make a difference in operations to reduce greenhouse gas. The Cascadia recommendations for the community inventory would be less policy setting and more goal-oriented, such as connecting the community with rebate opportunities for energy efficient windows and appliances. Staff will review the PSRC data regarding pass-through transportation for the City and consult with PSRC and the Washington State Department of Transportation on their calculation methodologies and bring this back to Committee.

Staff reported that the city applied for a \$629,990 Environmental Protection Agency grant to convert a portion of the City's vehicle and equipment fleet from diesel fuel to compressed natural gas fuel. Staff noted that the data gathered through the Greenhouse Inventory was used in the grant application.

C. PCDC Status Matrix

Per previous direction earlier in the meeting agenda, staff will add the review of BIA status to the Matrix with this review to occur in the early part of the second quarter of 2010.

VII. ADJOURNMENT

There being no further business to come before the Planning and Community Development Committee, Chair Norman adjourned the meeting at 6:53 p.m.

APPROVED THIS _____ DAY OF _____.

Lynn Norman, Chair

Renee S. Tobias, Planning Secretary